



# Indiana Department of Education

SUPPORTING STUDENT SUCCESS

## MEMORANDUM

**TO:** Superintendents, Business Managers, Treasurers, Bookkeepers, Directors of Special Education, Directors of Vocational Education and Charter School Sponsors

**FROM:** Melissa K. Ambre, Director  
Office of School Finance

**DATE:** April 14, 2010

**SUBJECT:** 2010 Budget Workshop

The 2010 annual DOE Budget Workshop will be held on Wednesday, June 16, 2010, beginning at 9:00 a.m. (Eastern Daylight Time) at M.S.D. of Lawrence Township, Lawrence Central High School Auditorium located at 7300 E. 56<sup>th</sup> Street, Indianapolis.

The Department will provide two means of viewing and participating in the workshop. There will be a live audience at the Lawrence Central High School Auditorium for those who are within driving distance of Indianapolis, and a live WebEx for those who wish to take advantage of it. We ask that you limit your viewing to one location in your corporation. Information concerning the WebEx will be forwarded in the coming weeks. **Because limited parking will be available, we encourage individuals not in close proximity to Indianapolis to participate via WebEx.**

As in the past, the program will consist of presentations from the Department of Education, Department of Local Government Finance, and the State Board of Accounts. The program will include presentations on school finance issues, accounting procedures, and budgeting matters. *Lastly, due to budget constraints, light refreshments will not be provided.*